

**Board of Veterans Services  
Cemeteries Committee  
Meeting Minutes  
May 23, 2013**

A meeting of the Board of Veterans Services (BVS) Cemeteries Committee was held on Thursday, May 23, 2013 at the Virginia War Memorial, 621 S. Belvidere St, Richmond.

**Members Present**

- Sandra Love, Committee Chairman
- L. Max Beyer
- Thad Jones, BVS Chairman
- George Corbett, representing the Joint Leadership Council of Veterans Service Organizations

**Members Absent**

- Don Kaiserman

**Department of Veterans Services Officials Present**

- Steven Combs, Department of Veterans Services (DVS) Director of Policy and Planning
- Dan Kemano, DVS Cemeteries Director

**Others Present**

- Terance J. Rephann, Ph.D., Weldon Cooper Center for Public Service, University of Virginia

**Materials Distributed**

- Agenda
- Draft minutes of the April 4, 2012 committee meeting
- Copy of presentation titled *Commemorating Military Service and Sacrifice in Virginia: An Analysis of Veteran Memorial Needs*
- Spreadsheet – State Veterans Cemeteries Maintenance Reserve and Equipment Replacement Schedule: 2012 to 2023
- Copy of the Item 463, Chapter 806, 2013 Acts of Assembly (Appropriations Act), showing the FY13-14 appropriation for the state veterans cemeteries
- Spreadsheet – FY13 cemetery expenses (year to date as of April 30, 2013)

**Call to Order, Quorum Determination, and Agenda Approval**

Chairman Sandra Love called the meeting to order at 10:00 a.m. Four of five members were recorded as present and a quorum was determined. The agenda was approved by unanimous consent.

**Approval of minutes of the April 4, 2012 committee meeting**

The minutes of the April 4, 2012 committee meeting were approved as drafted by unanimous consent.

**State Veterans Cemetery Study**

Terance J. Rephann, Ph.D. of the Weldon Cooper Center for Public Service at the University of Virginia delivered a presentation on the state veterans cemetery study titled *Commemorating Military Service and Sacrifice in Virginia: An Analysis of Veteran Memorial Needs*. Dr. Rephann reviewed the purpose of the study, provided background information on the state veterans population, reviewed the determinants of burial needs, presented a location analysis, covered future burial needs for Virginia veterans, reviewed interment projections, and offered suggestions regarding marketing and outreach.

The committee members asked several questions during and after Dr. Rephann's presentation, seeking clarifying or amplifying information.

**State Veterans Cemeteries Maintenance Reserve, Infrastructure, and Equipment**

Mr. Dan Kemano reviewed the cemeteries maintenance reserve, infrastructure, and equipment replacement plans for the three veterans cemeteries. He covered projects completed in Fiscal Year (FY) 2012 and FY 2013, and provided an estimate of requirements through FY 2023.

Mr. Steven Combs reviewed the cemeteries budget for FY 2013, which reflects expenditures through April 30. He noted that several construction projects are still open, with payments expected before the end of the fiscal year.

The committee members asked that additional information be provided in advance of the July 24, 2013 Board of Veterans Services meeting in order for the committee to fully evaluate the planned use of maintenance reserve funding in FY 2014 and make appropriate recommendations to the Board.

**Adjournment**

There being no further business before the committee, the meeting adjourned at 12:30 p.m.